

DEPARTMENT OF CONSUMER AND INDUSTRY SERVICES  
BUREAU OF HEALTH SYSTEMS

ADMINISTRATIVE RULES FOR  
SUBSTANCE ABUSE SERVICE PROGRAMS

**PART 8: INPATIENT PROGRAMS**

- R 325.14801 Hospital standards
- R 325.14802 Medical director
- R 325.14803 Admissions
- R 325.14804 Counselors; availability
- R 325.14805 Treatment plans
- R 325.14806 Client Activities
- R 325.14807 Support and rehabilitative services

**PART 8. INPATIENT PROGRAMS**

R 325.14801 Hospital standards.

**801** A facility which provides inpatient substance abuse treatment services, but which is not operated by the state department of mental health, shall conform to the state minimum standards for hospitals promulgated by the department, being R 325.1021 to R 325.1027 of the Michigan Administrative Code.

R 325.14802 Medical director.

**802** An inpatient program shall have a licensed physician as medical director.

R 325.14803 Admissions.

**803(1)** All of the following information shall be collected and recorded for all applicants before, or at the time of, admission:

- (a) Name, address, and telephone number, when applicable.
- (b) Date of birth and sex.
- (c) Family and social history.
- (d) Educational history.
- (e) Occupation.
- (f) Legal and court-related history.
- (g) Present substance abuse problem.
- (h) Date the information was gathered.
- (i) Signature of the staff member gathering the information.
- (j) Name of referring agency, when appropriate.
- (k) Address, telephone number, and name of nearest relative to contact in case of emergency.

- (l) History of current and past substance abuse or other counseling services received. The agency, type of service, and the date the services were received shall be indicated.
- (m) Name, address, and telephone number of the most recent family or private physician.
- (n) A substance abuse history, including information about prescribed drugs and alcohol, which indicates, at a minimum, all of the following information:
  - (i) Substances used in the past, including prescribed drugs.
  - (ii) Substances used recently, especially those used within the last 48 hours.
  - (iii) Substances of preference.
  - (iv) Frequency with which each substance is used.
  - (v) Previous occurrences of overdose, withdrawal, or adverse drug or alcohol reactions.
  - (vi) History of previous substance abuse treatment received.
  - (vii) Year of first use of each substance.

**803(2)** There shall be an assessment of a client's social and psychological needs made as soon after admission as possible. This history shall be sufficient to make a written assessment of the type of treatment needed and the appropriate referrals to be made upon discharge.

R 325.14804 Counselors; availability.

**804** At least the equivalent of 1 full-time counselor shall be available for approximately every 10 clients.

R 325.14805 Treatment plans.

**805(1)** Treatment plans shall be developed for each client and shall be reviewed and evaluated periodically by treatment personnel.

**805(2)** A client's progress and current status in meeting the objectives established in the treatment plan, together with a statement of the efforts by staff members to help the client achieve these stated objectives, shall be recorded in the client's case record for every formal client counseling session. A progress note shall be dated and signed by the individual who makes the entry.

R 325.14806 Client activities.

**806** Ten or more hours per week of scheduled activities shall be available to a client. Included in these activities shall be 2 or more hours of formalized individual, group, or family counseling for each client. The hours of counseling actually provided should vary according to the needs of the client.

R 325.14807 Support and rehabilitative services.

**807(1)** All of the following support and rehabilitative services shall be available to all clients either internally or through the referral process:

- (a) Education.
- (b) Vocational counseling and training.
- (c) Job development and placement.
- (d) Financial counseling.
- (e) Legal counseling.
- (f) Spiritual counseling.
- (g) Nutritional education and counseling.

**807(2)** A program shall maintain a current listing of services available on-site and by referral. This listing shall be reviewed with each client as part of the program's orientation procedure.